

## Memorandum

**To:** Miles Moss, P.E., Chairperson, Project and Financial Review Committee and Members, Citizens' Independent Transportation Trust (CITT)

**From:** Charles Scurr, Executive Director *Cscurr*

**Date:** January 23, 2014

**Re:** Resolution Authorizing Additional Expenditure Authority for Contracts with the Use of Charter County Surtax Funds for Purchase of Goods and Services for Miami-Dade Transit (MDT)

The attached item was prepared by the Internal Services Department (ISD) on behalf of Miami-Dade Transit (MDT). **The total MDT additional allocation on the contract is \$15,000,000.00.**

This item includes a modification to an existing competitive contract to provide MDT with additional spending authority to purchase armed security guard services at MDT's maintenance facilities, Metrorail and Metromover stations, bus yards, passenger park and ride lots/facilities, and major bus depots. This is a second six (6) month extension of this contract; the first extension was for time only and MDT did not request additional allocation because the replacement contract was pending award. This new 6 month extension will be on a month to month basis and will enable MDT continuity of security guard services until the approval of the successor award contract by the Board of County Commissioner. This contract was competitively bid and reviewed for compliance and application of Small Business Enterprise (SBE) program measures.

This item falls under the 2009 unification amendment described on page 119 of FY 2013 5-Year PTP Implementation Plan. PTP funding under the unified transit system represents a portion of overall funding for MDT operations and maintenance. For FY 2013-14, the total PTP funding established during the budget process was \$95,784,000.00, which is approximately 19 percent of MDT's total operating budget.

This item is scheduled for the February 4, 2014, meeting of the Board of County Commissioners. If action is taken at committee, the item will appear on the January 23, 2014, CITT agenda. **(BCC Legislative File No. 140030)**

If you have any questions or need additional information, please do not hesitate to contact me.

c: Alina Hudak, Deputy Mayor/Interim Director Public Works & Waste Management Department  
Bruce Libhaber, Assistant County Attorney

RESOLUTION NO.

RESOLUTION BY THE CITIZENS' INDEPENDENT  
TRANSPORTATION TRUST (CITT) RECOMMENDING  
THAT THE BOARD OF COUNTY COMMISSIONERS  
(BCC), AUTHORIZE ADDITIONAL EXPENDITURE  
AUTHORITY, WITH AUTHORITY TO EXERCISE  
OPTIONS-TO-RENEW, FOR PURCHASE OF GOODS  
AND SERVICES, PROCESSED BY THE INTERNAL  
SERVICES DEPARTMENT (ISD) ON BEHALF OF  
MIAMI-DADE TRANSIT (MDT), AND AUTHORIZING  
THE USE OF CHARTER COUNTY TRANSPORTATION  
SURTAX FUNDS IN THE AMOUNT OF \$15,000,000.00

WHEREAS, the CITT desires to accomplish the purposes outlined in the accompanying  
OCITT Executive Director's memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE CITT, that this Trust  
recommends to the Board of County Commissioners (BCC), the approval of additional  
expenditure authority for the Security Guard Services contract, processed by the Internal  
Services Department (ISD) on behalf of Miami-Dade Transit (MDT), for purchase of goods and  
services, and authorizing the use of Charter County Transportation Surtax Funds in the amount  
of \$15,000,000.00, as outlined in the corresponding document in substantially the form attached  
hereto and made a part hereof.

The foregoing resolution was offered by \_\_\_\_\_, who moved its adoption. The motion was seconded by \_\_\_\_\_ and upon being put to vote, the vote was as follows:

Paul J. Schwiep, Esq., Chairperson  
Hon. Anna E. Ward, Ph.D., 1<sup>st</sup> Vice Chairperson  
Glenn J. Downing, CFP®, 2<sup>nd</sup> Vice Chairperson

Joseph Curbelo  
Alfred J. Holzman  
Jonathan Martinez  
Miles E. Moss, P.E.  
Marilyn Smith

Peter L. Forrest  
Prakash Kumar  
Alicia Menardy  
Hon. James A. Reeder  
Hon. Linda Zilber

The Chairman thereupon declared the resolution duly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2014.

Approved by the County Attorney as  
to form and legal sufficiency \_\_\_\_\_

By: \_\_\_\_\_  
Executive Director

# CITT MEMBER REVIEW FORM

Contract No. 8724-2/11-2

1. **Item Name:** Contract Awards for the Purchase of Goods and Services Processed by  
ISD on behalf of MDT (Security Guard Services for MDT)

2. **Total Contract Amt:** \$15,000,000.00

**PTP:** \$15,000,000.00

**Other:**

3. **Department:** MDT/ISD

**Project Category:** Other

**Project Type:** Goods & Services

**Project Timeline:** (If applicable) Exp. 10/31/2014

4. **District(s):** (If applicable)

5. **Scheduling and Comments:**

COMMITTEE	DATE	COMMENTS
Project / Financial Review	1/23/2014	
Community Outreach		
Strategic/Financial Planning		
CITT Board	1/23/2014	
BCC Meeting	2/4/2014	

6. **BCC Approved:** No **If Yes Date:**

7. **Review:**

**Yes No N/A**

Project included in 5-Year Implementation Plan

If no, amendment item Included

Operation (unification) Contract

Budgeted Item

Time Sensitive

Competitive process used (If applicable)

Timeline/Term of Contract (If applicable)

Contract measures for CSBE, CBE, ~~SBE~~ or DBE (If applicable)

Project is in a residential or commercial area or both (If applicable, circle one)

Public Involvement Plan (PIP) included

<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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## MDT ITEMS

Item #	Section	Description	PTP 100% Allocation	Term of Contract	Renewal Periods	Measures
8724-2/11-2	Contract Award	Security Guard Services for Miami Dade Transit	\$15,000,000.00	Exp. 10/31/2014		SBE Set Aside

**TOTAL ESTIMATED SURTAX ALLOCATION      \$15,000,000**

# Memorandum



Date: December 17, 2013

To: Charles D. Scurr, Executive Director  
Citizens' Independent Transit Trust

From: Ysela Llort, Director  
Miami-Dade Transit

Subject: Use of County Transit System Sales Surtax Funds by Miami-Dade Transit

This is to request Citizens' Independent Transit Trust (CITT) review and approval of Miami-Dade Transit (MDT) contract items as introduced by the Internal Services Department to the Board of County Commissioners (Board) for approval to use Charter County Transportation Surtax (Surtax) funds for contracts awarded by the Internal Services Department for the purchase of goods and services accessed by MDT for maintenance and operation in support of the department.

The total allocation represents \$15,000,000. The item is scheduled for the January 14, 2013 meeting of Finance Committee and for the February 4, 2014 meeting of the Board of County Commissioners. Therefore, please place these items on the January 9 & 23, 2013 Project & Financial Review Committee and Full Trust agendas, respectively.

1.2. Contract No:	8724-2/11-2
Contract Title:	Security Guard Services for Miami Dade Transit
Type of Change:	ISD is processing a 6 months extension of this contract and MDT is requesting additional spending authority to continue purchasing security guard services to cover the 6 month period. This item was included in the December review package but was withdrawn as a result of two protest actions filed by 2 bidders that resulted in the extension (pending BCC Approval) of the current contract and the request for the additional allocation. This is the second 6 months extension of this contract; the first extension was for time only and MDT did not request additional allocation because the replacement contract was pending award. MDT will continue to use this contract to purchase security guard services for Metrorail & Metromover Stations, Metrorail Parking, Park & Ride Lots and Maintenance Facilities at Metrobus, Metrorail & Metromover. This extension will enable MDT continuity of security guard services until the bid protest period is completed and the subsequent approval of the successor award contract by Board of County Commissioners. The requested allocation includes a \$3m additional allocation for the current term that is scheduled to expire on 4/24/2014; \$9m for the current 6 months extension scheduled to expire on 10/31/2014 and a contingency allowance of \$3m.
Vendors:	50 State Security Service Inc; Professional Protection & Investigations Inc.
Contract Measures:	Small Business Enterprise Set Aside (Group 1) & Subcontractor Goal (Group 2) was applied in accordance with the ordinance.
Local Preference :	Local Preference Ordinance applies to this Contract.
Living Wage:	Living Wage Ordinance applies to this Contract.

Allocation on current contract 8724-2/11-2	Remaining Allocation on current contract	Allocation Requested on current contract 8724-2/11-2	Funding Source	Expiration date on current contract	Allocation Historical Usage Analysis	
\$18,150,000	\$1,118,431	\$15,000,000 (10 months)	MDT Operating	4/24/2014	Allocation on current contract: Additional allocation needed on current contract to cover guard services until 4/24/14: Additional allocation needed for 6 months extension expiring on 10/31/2014: Contingency allowance: Total additional allocation requested:	\$18,150,000  \$3,000,000  \$9,000,000 \$3,000,000 \$15,000,000

# Memorandum



Date: February 4, 2014

To: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

From: Carlos A. Gimenez  
Mayor

Subject: Resolution Authorizing Additional Expenditure Authority for Contracts with the Use of Charter County Surtax Funds

## Recommendation

It is recommended that the Board of County Commissioners (Board) authorize additional expenditure authority for contracts utilized to the purchase goods and services. The additional expenditure authority is for various goods and services allowed under the original terms and conditions of these contracts, but for which the funding necessary requires Board authorization. The total additional spending authority requested is \$15,051,000.

Section 29-124 of the Code requires all contracts funded by People's Transportation Plan Surtax proceeds, regardless of value, to be approved by the Citizen's Independent Transportation Trust (CITT) and the Board. This package is placed for Committee review pursuant to Miami-Dade County Code Section 29-124(f). These recommendations may only be considered by the Board if the CITT has forwarded a recommendation to the Board prior to the date scheduled for Board consideration or 45 days have elapsed since the filing with the Clerk of the Board of this contract award recommendation. If the CITT has not forwarded a recommendation and 45 days have not elapsed since the filing of this award recommendation, I will request a withdrawal of this item. The contracts in this package are scheduled for the December 2013 CITT meeting.

**Item 1 – Security Guard Services for Transit:** Modifies this contract to increase Miami-Dade Transit's (MDT's) allocation by \$3 million dollars for the existing term so MDT can continue to purchase security guard services for various facilities, including Metrorail, Metromover and public parking areas. In addition, this item requests to extend the existing contract on a month-to-month basis, at an average of \$1.5 million per month for up to six months, with a \$3 million dollar contingency for unanticipated needs during the extended term. The total amount requested in this item is \$15 million.

**Item 2 – ID Cards, Supplies and Accessories:** Modifies this contract to increase MDT's allocation by \$51,000 so MDT may continue to purchase identification cards and associated supplies and accessories.

## Scope

The impact of the items is countywide in nature.

## Fiscal Impact/Funding Source

The allocations and funding sources, by department, are listed in the attached items.

## Track Record/Monitor

There are no known performance/compliance issues with the vendors recommended for award in this package. Each department's contract manager is reflected in the attached items.

## Delegated Authority

If this item is approved, the County Mayor or the County Mayor's designee will have the authority to extend the contracts for purchase of goods and services in accordance with the terms and conditions of the contracts listed in the attached items.



Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners  
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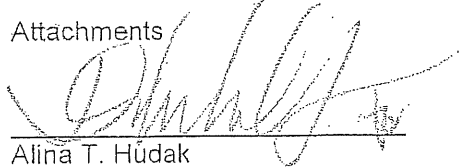
Due Diligence

Due diligence was conducted in accordance with the Internal Services Department's Procurement Guidelines to determine Contractor responsibility, including verifying corporate status and review of performance or compliance issues. The lists referenced include convicted vendors, debarred vendors, delinquent contractors, suspended vendors, and federal excluded parties. There were no adverse findings relating to Contractor responsibility. This information is provided pursuant to R-187-12.

Background

Additional background information on each item is attached.

Attachments

A handwritten signature in dark ink, appearing to read 'Alina T. Hudak', is written over a horizontal line.

Alina T. Hudak  
Deputy Mayor




# MEMORANDUM

(Revised)

TO: Honorable Chairwoman Rebeca Sosa  
and Members, Board of County Commissioners

DATE: February 4, 2014

FROM:   
R. A. Cuevas, Jr.  
County Attorney

SUBJECT: Agenda Item No.

Please note any items checked.

- ☐ "3-Day Rule" for committees applicable if raised
- ☐ 6 weeks required between first reading and public hearing
- ☐ 4 weeks notification to municipal officials required prior to public hearing
- ☐ Decreases revenues or increases expenditures without balancing budget
- ☐ Budget required
- ☐ Statement of fiscal impact required
- ☐ Ordinance creating a new board requires detailed County Mayor's report for public hearing
- ☐ No committee review
- ☐ Applicable legislation requires more than a majority vote (i.e., 2/3's \_\_\_\_, 3/5's \_\_\_\_, unanimous \_\_\_\_ ) to approve
- ☐ Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved \_\_\_\_\_ Mayor

Agenda Item No.

Veto \_\_\_\_\_

Override \_\_\_\_\_

RESOLUTION NO. \_\_\_\_\_

RESOLUTION AUTHORIZING ADDITIONAL  
EXPENDITURE AUTHORITY FOR PURCHASE OF  
GOODS AND SERVICES IN A TOTAL AMOUNT UP  
TO \$15,051,000.00, AND AUTHORIZING THE USE OF  
CHARTER COUNTY TRANSPORTATION SURTAX  
FUNDS FOR SUCH CONTRACT

WHEREAS, this Board desires to accomplish the purposes outlined in the  
accompanying memorandum, a copy of which is incorporated herein by reference,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY  
COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that:

Section 1. This Board authorizes additional expenditure authority for  
contracts as set forth in items 1 – 2 of the incorporated memorandum in a total amount up  
to \$15,051,000.00 for the purchase of goods and services.

Section 2: This Board authorizes the County Mayor or County Mayor's  
designee to execute contracts for the items approved herein and exercise contract  
modifications, options-to-renew, any cancellation provisions, and any other rights  
contained therein in accordance with the terms and conditions of such contracts.

Section 3. This Board authorizes the use of Charter County Transportation  
Surtax Funds for the contracts set forth herein.

The foregoing resolution was offered by Commissioner  
who moved its adoption. The motion was seconded by Commissioner  
and upon being put to a vote, the vote was as follows:

Rebeca Sosa, Chairwoman  
Lynda Bell, Vice Chair

Bruno A. Barreiro  
Jose "Pepe" Diaz  
Sally A. Heyman  
Jean Monestime  
Sen. Javier D. Souto  
Juan C. Zapata

Esteban Bovo, Jr.  
Audrey M. Edmonson  
Barbara J. Jordan  
Dennis C. Moss  
Xavier L. Suarez

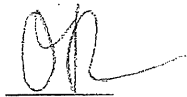
The Chairperson thereupon declared the resolution duly passed and adopted this  
4<sup>th</sup> day of February, 2014. This resolution shall become effective ten (10) days after the  
date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective  
only upon an override by this Board.

MIAMI-DADE COUNTY, FLORIDA  
BY ITS BOARD OF  
COUNTY COMMISSIONERS

HARVEY RUVIN, CLERK

By: \_\_\_\_\_  
Deputy Clerk

Approved by County Attorney as  
to form and legal sufficiency.



Item 1

Contract No.: 8724-2/11-2	Title: Security Guard Services For Transit
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<b>Type of Change:</b>	
<input checked="" type="checkbox"/> Additional Time	<input checked="" type="checkbox"/> Authorization to use Charter County Transportation Surtax
<input checked="" type="checkbox"/> Additional Expenditure Authority	Funds as a Component of MDT Operating Funds

**Contract Description and Reason for Change:**

Authorization is requested to modify this contract for additional time and expenditure authority for Miami-Dade Transit (MDT) to continue purchasing security guard services for various MDT facilities, including Metromover, Metrorail, and public parking areas. The award recommendation for the replacement solicitation was filed with the Clerk of the Board on November 25, 2013 and two protests were received. This contract was administratively extended under the delegated authority granted by the Board for six months (through April 24, 2014) without an increase in funding. However, it will be necessary to extend this contract for up to an additional six months, on a month to month basis (at an average of \$1.5 million per month) to allow for approval by the Board of the successor contract and a smooth transition of services.

The total additional expenditure authority requested is \$15 million. Of this amount, \$3 million is required to supplement the existing allocation for the period of February 2014 through April 2014, \$9 million will fund the month to month extension, and the remaining \$3 million will serve as a contingency for unanticipated needs should they arise.

<b>Current Term Length:</b>		<b>Additional Time Requested:</b>
18 months*		Up to 6 months at \$1.5 million per month
<b>Current Term Start Date:</b>	<b>Current Term Expiration Date:</b>	<b>Proposed Expiration Date:</b>
October 25, 2012	April 24, 2014	October 31, 2014

\* This contract was administratively extended for six months without an increase in funding. The \$18,150,000 in funding is for a 12-month term.

Department	Existing Allocation	Additional Allocation Requested	Modified Allocation	Funding Source	Contract Manager
Transit	\$18,150,000	\$15,000,000	\$33,150,000	MDT Operating	Eric Muntan
<b>TOTAL</b>	<b>\$18,150,000</b>	<b>\$15,000,000</b>	<b>\$33,150,000</b>		

<b>Contract Measures:</b>	<input checked="" type="checkbox"/> Small Business Enterprise <input checked="" type="checkbox"/> Set-Aside (Group 1) <input type="checkbox"/> Bid Preference <input type="checkbox"/> Selection Factor <input checked="" type="checkbox"/> Subcontractor Goal (Group 2)
<b>Local Preference Ordinance:</b>	<input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
<b>Living Wage Ordinance:</b>	<input checked="" type="checkbox"/> Applies <input type="checkbox"/> Does not apply
<b>User Access Program:</b>	<input checked="" type="checkbox"/> Applies where permitted by funding source <input type="checkbox"/> Does not apply
<b>Procurement Contracting Officer:</b>	Tracey Jones

Vendors	Address	Principal
50 State Security Service Inc.	915 NE 125 Street, Suite 200 North Miami, FL	Ted L. Kretschmar
Professional Protection & Investigations Agency, Inc. / Security Alliance (A Joint Venture)	9485 SW 72 Street, Suite A-270 Miami, FL	James J. Fernandez